

DDR-486-63

22 March 1963

MEMORANDUM FOR: Chief, Employee Activity Branch/OS

THROUGH: Chief, Physical Security Division

SUBJECT: [REDACTED] STATINTL

1. The above captioned subject will resign from the Agency on 29 March 1962.

STATINTL

2. [REDACTED] who is presently the secretary to the Chief, Analysis Division, Office of ELINT, has volunteered to train her replacement after her resignation. This training will necessitate a one- or two-hour visit to the Headquarters Building daily for a period of approximately two weeks.

3. It is, therefore, requested that she be allowed to maintain her building badge for this two-week period after her resignation.

4. The undersigned will be responsible for obtaining this building badge, and you may expect to have it returned to the Badge Office by 12 April 1963 at the latest.

SIGNED

[REDACTED]  
Security Officer  
Office of ELINT

STATINTL

APPROVED:

STATINTL

Chief, Physical Security Division

O/DD/R/[REDACTED]:4427:dnm  
(22 March 1963)

Distribution:

1 - DDR Subj  
✓ 1 - DDR Chrono

O & 1 - Addressee  
1 - OS/DDR Subj  
1 - OS/DDR Chrono  
1 - OS/DDR Sp. Badge